

**Activity name: National day celebration**

**College: Business Administrative Club name: Business Club**

**Detailed report of Muharram month for year**

Activity type	National day celebration	Date	SEP ٢٥
Place	The main lobby	Time	١٢ - ١٠
Number of beneficiaries	A large number of employees and students	Number of executors	١

Activity objectives	
١	Celebrate the national day.
٢	Acknowledge them about southern corner and their popular dishes.
٣	Share joy with all colleges in the university.

Activity Details:	
١	Contacting accounts that provide southern dishes as sponsorship.
٢	Preparing the corner of the Faculty of Business Administration.
٣	Decorating the table decor and arranging the southern dishes.
٤	Define guests with all dishes and contents.

Activity reviews and recommendations:	
١	
٢	
٣	
attachments	Photos from the south corner





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Report prepared by

رما ناصر المشاري

Supervisor of the activity



**Activity name: skillfully writing a CV**  
**College: Business Administrative Club name: Business Club**

**Detailed report of rabi' alawwal month for year  
1439**

Type of activity	Academic activity	Date	Dec10
Place	auditorium 1 - college of literature	Time	11-3
Number of beneficiaries	20	Number of accomplisners	3

**Activity Objectives:**

1	Assisting students and answering their questions about how to write a cv skillfully .
3	how to order the elements of the cv.
2	help provide a cv that show cases the degree of students abilities.

**Activity Details:**

1	Providing a special knowledge about the importance of knowing your own abilities and skills that are needed in finding a job.
2	explaining the importance of linking the skills and knowledge of students to the job needed to write an appropriate cv.
3	providing great examples of cv's.
4	Providing guidance and advise to student who are writing their cv.

Activity reviews and recommendations:	
1	
2	
3	
Attachments	

Report preparation by	
Supervisor of the activity	

**Activity name: pressure management**  
**College: Business Administrative Club name: Business Club**

**Detailed report of rabi' alawwal month for year**

1430

Type of activity	Academic activity	Date	Dec11
Place	auditorium 2- college Business Administration	Time	١-٩
Number of beneficiaries	42	Number of accomplisners	3

**Activity Objectives:**

1	Assisting students with handling pressure.
2	Acknowledge the student about how pressure can harm their health and social life.
3	provide ways to manage the pressure in an easy way.

**Activity Details:**

1	give and ask for examples on pressures that may be common with students and hard to manage.
2	give advise and tips on how to manage them.
3	do an activity that show cases the pressures of each student .
4	analyzing the results and help find a solution for their pressures.



Activity reviews and recommendations:	
1	
2	
3	
Attachments	

Report preparation by	
Supervisor of the activity	

**Activity name: art & science of management**  
**College: Business Administrative Club name: Business Club**

**Detailed report of Muharram month for year 1439**

Type of activity	Academic activity	Date	NOV28 –30NOV
Place	The lobby of the Faculty of Business Administration	Time	١-٩
Number of beneficiaries	A large number of employees and students	Number of accomplisners	5

**Activity Objectives:**

1	conecting alicie and wonderland movie with managerial skills
2	explaining if management is a skill or art ?
3	helping students and faculty to think creatively.

**Activity Details:**

1	Providing a special corners for the management club in the lobby of the college to decorate.
2	.furniture creative with lobby the decorating
3	explaining the four skills and there relation to the movie.
4	providing information about how to improve those skills.



Activity reviews and recommendations:	
1	
2	
3	
Attachments	photos of the activity

